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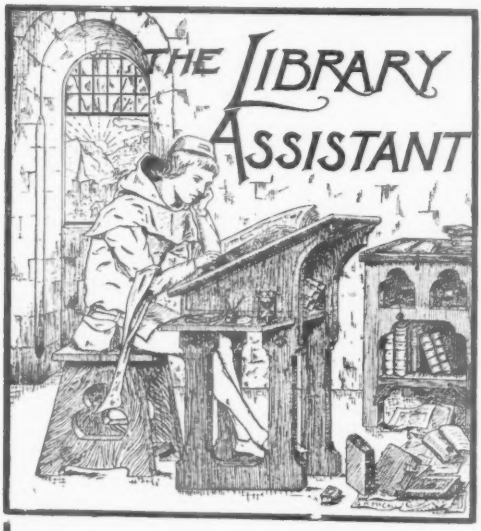

THE

Official Organ

OF THE

Library Assistants' Association.

Vol. 2. JUNE, 1900. No. 9.

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FIFTH ANNUAL REPORT (*Supplement*)

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N.B.—See also "Greater London," by E. Walford, M.A., F.S.A. (page 360); "Methods of Social Reform," by Prof. W. Stanley Jevons, M.A., F.R.S., LL.D.; "Public Libraries," by T. Greenwood, F.R.G.S.; &c., &c.

* As a matter of fact it will be found in about nine-tenths of the Libraries using indicators. Over 300 Institutions are now using it.

† Sixty-two Public Libraries in London and the Metropolitan area are using it.

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C. T. DAVIS, Secretary and Librarian."

* The Cotgreave Racks are in use at some 50 Libraries and Literary Institutions, from which similar testimonials have been received.

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(800 copies have already been subscribed for.—See List).

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"A 'Contents-Subject Index to General and Periodical Literature' would, if properly done, be a great time-saving machine. Such a work is being undertaken by Mr. A. Cotgreave. The first part, which is now before us, is distinctly promising. It will be helpful to many students and readers."

"DUBLIN REVIEW."

"The Editor of the 'DUBLIN REVIEW' (Canon Moyes), desires me to thank you for the specimen of the 'Contents-Subject Index,' and to say that he has formed a high opinion of it, in fact he has already found it useful."

T. W. HUNTER, Librarian, Archbishop's House, Westminster.

Similar expressions of opinion have been received from a large number of leading journals, and from many well-known English and American Librarians.

N.B.—The Contents-Subject Index will be supplied to all Library Assistants at the reduced price of 5s., if applied for before publication.

Full particulars of the above and also of other Library Aids sent upon application.

THE LIBRARY ASSISTANTS' ASSOCIATION.

FOUNDED 1895. FIFTH SESSION. YEAR 1899-1900.

Members are requested to carefully read the announcements appearing on this page, as no further intimation of meetings and other arrangements will be sent out.

ANNUAL MEETING.

The Fifth Annual Meeting of the Association will be held at 8 p.m. on Wednesday, June 20th, at 20, Hanover Square, W.

The report of the Committee and the balance sheet will be submitted; the Officers and Committee for the ensuing year will be elected; and amendments to the rules, and any other resolutions of which notice has been given, will be considered.

All nominations received will be found on the ballot paper enclosed herewith to all members qualified to vote. The ballot papers will be opened and counted at the annual meeting.

Subscribers to this journal and friends are invited to attend the meeting.

SUMMER PROGRAMME, 1900.

The L.A.A. are kindly invited by Mr. S. Martin, Librarian, to visit the Hammersmith Public Libraries on Wednesday, July 4th. Members and their friends will be received at 4 o'clock at the Central Library, Ravenscourt Park, and after a little refreshment may view the Library and the beautiful park, walking afterwards to the Shepherds Bush Library, where Mr. Martin will read a short paper at 7.30 on "Some Literary and Artistic Associations of Hammersmith." Those who cannot attend earlier may like to join the meeting at Shepherds Bush. Intending visitors will kindly send Mr. Martin a post card at least three days beforehand.

MAY MEETING.

The Ninth Meeting of the Session was held at the Clapham Public Library on Thursday, May 17th, when the Librarian, Mr. J. Reed Welch, presided at a well-attended gathering.

A paper, consisting of a short review of Mr. J. C. Dana's "Library Primer," which will be found on another page, and copious extracts, were read by Mr. Henry Ogle, Chairman of the L.A.A.

The discussion of the book was warmly taken up, Mr. Welch remarking that it might almost be called the "Complete Librarian," from the wide field and numerous details covered by it. He was glad to note the importance given to clear handwriting as a necessity in library work. Mr. Dyer said the book was largely written from the standpoint of the ready-made librarian. He agreed that library reports contained a good deal of information that was now unnecessary in the way of statistics of occupations, etc., which might give place to matter of more interest to the reader. Mr. Hogg thought that the author advocated too many departments for the librarian to manage, and felt that work outside of his true province, such as lectures, should be dealt with in some other way. Mr. E. Callard joined issue on the subject of catalogues, which were a necessity, for many people could not get to the library in person, nor, even with the open access system, choose the book they wanted by proxy, whereas they could consult a catalogue at home. He did not believe in apprenticeship in libraries. Mr. Chambers said that the book was somewhat inconsistent, as it appeared to instruct the untrained man appointed as librarian, and yet in one place recommended the appointment of a trained one. In moving and seconding a

vote of thanks to the reader, Mr. Harris said that he thought a library primer unnecessary, and Mr. Nash could not agree with the advice to avoid second-hand books, and thought much of the information given was superfluous. Mr. Ogle replied, after which a very hearty vote of thanks was accorded the Chairman, who expressed his cordial sympathy with the L.A.A., and his great enjoyment of the meeting, which had carried him back to his assistant days in a very pleasurable way.

N.W. Branch: May Meeting.

The usual Monthly Meeting took place in the Openshaw Free Library on Wednesday, May 16th, when a good attendance of members of both sexes was presided over by Mr. J. H. Swann.

The "Memorandum as to Branches," published in the "Library Assistant" for December, 1898, first occupied the meeting, and the various amendments considered desirable were embodied as a notice of motion to come before the Annual Meeting.

The arrangements for the forthcoming visit to Chester then claimed attention, after which Mr. G. Jones, the Librarian, kindly showed his visitors over the Library and Technical School, the main features of which were described in the "Library Assistant" for October, 1899. A hearty vote of thanks was accorded Mr. Jones for his repeated kindness, and the business of the meeting terminated with a vote of thanks to the Chair.

N.W. Branch: June Meeting.

By the kind invitation of Mr. E. H. Caddie, the Association will visit Chester on Saturday, June 23rd. *Leave Manchester Central Station at 1.17 p.m.—meet under the clock. Those who cannot travel by this train are requested to follow by the 1.33 p.m.* Proceed direct to the Chester Public Library, St. John Street, where the Library Committee, the Lord Bishop of Chester, and other Chester gentlemen will receive the visitors.

It is expected that the Bishop will address the Association, and a paper will be read by Mr. Caddie. The Library Committee will provide some light refreshment, and the party will leave for Eaton Hall by steamer at 4.15 p.m., returning by waggonette (return fare 1s. 3d.) in time for the train.

Provided the weather is fine the excursion promises a large amount of pleasure and profit, and it is hoped that the presence of the Bishop and other gentlemen, Mr. Caddie's warm interest in the visit, an inspection of the Duke of Westminster's library, and the charming trip up the river Dee, with the waggonette drive, will constitute an irresistable attraction to a large number of library assistants, who are all invited, whether members or not, together with their friends. *Notice must be given to* the Hon. Sec., Mr. P. D. Gordon, Mudie's Library, Barton Arcade, Manchester, of intention to be present by June 18th.

A Meeting of the N.W. Branch Committee will be held in the Reference Library, Manchester, on Wednesday, June 13th, at 8 p.m.

THE L.A. EDUCATION COMMITTEE.

Summer Arrangements.

The Hon. Secretary of the L.A. Education Committee, St. Saviour's Public Library, 44A, Southwark Bridge Road, S.E., will be glad to receive the names of all those library assistants who wish to take part in the series of visits to Libraries, etc., in London during the last week in June, so that he may make the necessary arrangements without further delay.

Pass List.

Report of the Sub-Committee conducting the examination in connection with the Third Series of Classes.

The Sub-Committee have to report that the examination in connection with the third series of classes was held on Wednesdays, April 18th and 25th, and Thursdays, April 19th and 26th.

After carefully examining the papers of the candidates, we recommend the Education Committee to issue the following Pass List. We also recommend that prizes of copies of the "Transactions and Proceedings of the Second International Library Conference, London, 1897," be given to Mr. E. C. Kyte, for the best set of answers on "English Language and Literature," and to Mr. W. R. B. Prideaux, for the best set of answers on "Subject Cataloguing." In the other two classes no papers were of sufficient merit to justify us in recommending the prizes to be given which were offered.

Candidates obtaining 75 per cent. and upwards of the marks are shewn as having passed "with merit." Candidates obtaining 50 per cent. and upwards are shewn as having "satisfied the examiner."

(Signed) R. Garnett, *Chairman.*
W. E. Doubleday
J. Henry Quinn
Henry D. Roberts
Henry R. Tedder
} *Members of the Sub-Committee.*

Note.—The names of the candidates are arranged in order of merit. A bracket signifies that the candidates are equal.

English Language and Literature.

(Out of 26 students, 10 attended the examination.)

The following have passed with merit:—

E. C. Kyte, St. George, Hanover Square, Public Libraries.
(Henry Ogle, Hampstead Public Libraries.
(Geo. E. Roebuck, St. George-in-the-East Public Library.

The following have satisfied the examiner:—

D. A. Gillespie, St. George, Hanover Square, Public Libraries.
(N. L. Gillespie, St. George, Hanover Square, Public Libraries.
(H. Tapley Soper, Public Library, Stoke Newington.

Public Library Office Work.

(Out of 8 students, 5 attended the examination.)

The following have satisfied the examiner:—

Allon Moslin, St. Saviour's Public Library, Southwark.
(P. C. Bursill, St. George, Hanover Square, Public Libraries.
(Geo. E. Roebuck, St. George-in-the-East Public Library.
T. W. Glazier, Tate Public Library, Streatham.

French Literature.

(Out of 7 students, 2 attended the examination.)

The following have satisfied the examiner:—

Gertrude M. Morgan, Shoreditch Public Libraries.
P. C. Bursill, St. George, Hanover Square, Public Libraries.

Subject Cataloguing (Dictionary and Classified) for Public Libraries.

(Out of 29 students, 17 attended the examination.)

The following has passed with merit:—

W. R. B. Prideaux, Royal College of Physicians' Library.

The following have satisfied the examiner:—

J. Wilson Brown, Shoreditch Public Libraries.
Henry Ogle, Hampstead Public Libraries.
N. L. Gillespie, St. George, Hanover Square, Public Libraries.
W. L. Emery, Chelsea Public Libraries.
E. C. Kyte, St. George, Hanover Square, Public Libraries.
E. H. Parsons, St. George-in-the-East Public Library.
Geo. E. Roebuck, St. George-in-the-East Public Library.
H. Tapley Soper, Stoke Newington Public Library.
C. O. Balcombe, Chelsea Public Libraries.
A. Epps, Bermondsey Public Library.
B. E. Sumner, Hampstead Public Libraries.
D. A. Gillespie, St. George, Hanover Square, Public Libraries.

The above report was presented to the Education Committee at their meeting on Friday, 25th May, 1900, and was adopted. The Committee also decided to give as prizes copies of Zaehnsdorf's "Art of Bookbinding" to Messrs. Ogle and Roebuck in the English Language and Literature Class, and to Miss Morgan in the French Literature Class.

On behalf of the Education Committee,
HENRY D. ROBERTS,
Hon. Secretary.

CORRESPONDENCE CLASSES.

It has been suggested to the Education Committee that they would be conferring a boon on assistants who live in the country, away from all possibility of attending their classes as at present constituted, by the establishment of correspondence classes.

Before taking any active steps in the matter, the Committee would be glad to learn from such assistants whether correspondence classes would be welcome to them, and if so what subjects would be in most demand.

Assistants are therefore invited to communicate with the Hon. Secretary of the Education Committee as to their wishes in this direction.

A LIBRARY PRIMER. By J. C. DANA, pp. 180, cloth 8vo. New York, Library Bureau. (London Agents—Library Supply Co.).

This book deals with the administration and practical work of public libraries, a field which is beginning to receive the attention in text-books it has long deserved. Many detached articles have been published in the professional periodicals in this country and America, and sections of Edwards's "Free Town Libraries" and other well-known books may be consulted upon this topic, but a thorough and systematic text-book, which should efficiently supplement the indispensable practical training of the library assistant, is still a desideratum.

It seems to us that a good form for such a book to be cast in, would be a division of the contents into three sections—say, junior, intermediate, and senior. The first might deal with the work usually performed by juniors on entering a library. This would include the careful handling of books; replacing those returned by borrowers on the shelves, and keeping them neat, clean, and in order; collating, cutting and stamping books newly acquired; labelling; checking off and preparing newspapers and periodicals for the reading rooms and arranging the old copies for the respective files; counter work; and a course of study, not forgetting handwriting.

The second section might set forth the theory and system involved in the practical work of the first, giving a sketch of classification, its necessity, and the adaptation of various methods to different requirements; cataloguing, the various styles found useful according to circumstances; charging systems; application vouchers; treatment of accessions to the stock in the shape of books, pamphlets, pictures, photographs, views, newspapers and periodicals; repairing and press marking books with gold leaf; preparation and consignment of binding orders; the aid required by borrowers supplementing that afforded by the catalogue; and a chapter devoted to the special requirements of the Reference Department.

The third section might deal with, amongst other things, the law relating to Public Libraries; committee work; selecting sites and collaborating in the draughting of plans for buildings; furnishing; drawing up rules for the regulation of the different departments; accounts, including loans; selecting and buying books, new and second-hand; making and printing catalogues; and enlisting local sympathy in the library.

Mr. Dana's book is provided with a list of contents to 55 chapters, and an exhaustive index filling nearly 9 pages. It is a re-written and extended revision of the original draft of a primer published serially in "Public Libraries," the American monthly, in 1896. The writings of W. F. Poole, W. I. Fletcher, and M. W. Plummer, the "Library Journal," and the "A. L. A. Proceedings," have been largely drawn upon, but "that large fund of library knowledge which is common property," is the main source of its contents.

The chief items dealt with are library law; general policy; the position, tenure, and duties of the board of trustees; the librarian; buildings, furnishing, etc.; requirements for commencing; selection and purchase of books; handwriting; reference work; care of books; accessions register; classification; cataloguing; binding and repairs; lists, bulletins, and printed catalogues; charging systems; relations of the librarian with the public; rules; reports; connection with the school and juveniles; rules for the care of photographs.

The book does not claim to be exhaustive, but its aim, fortunately or otherwise, seems to be rather to instruct the novice who has been appointed to form a small library, than the young aspirant for library honours. It is full of suggestive information, but so far as library work in America differs from that in this country, the book is distinctly American, English practice being totally ignored. The result is a narrow tone in some respects, which seems to us to be carried to an injurious extent when the reader is told that "books on zoology, geology, and botany should be by American in preference to foreign authors." The best work on the subject in the English language would seem to be wiser counsel, but it may be necessary to play down to the provincial prejudices of some American communities. The primer is placed out of court as an English text-book through this defect. The printed catalogue is contemned, and free access to the shelves is advocated as a prime necessity for both juveniles and adults,—indeed, one would never guess that such a thing as an indicator exists. The style is commonplace, but generally clear, and the arrangement free and easy.

This book is well worth the acquaintance of librarians and senior assistants, but we are convinced that there is ample room for an English manual written upon more scientific lines.

NOTES AND NEWS.

The Trustees of the British Museum are seeking powers to transfer all local papers to the district libraries, and also to destroy useless matter.

Bristol.—On May 1st, a reading and news-room for the Fishponds and Stapleton district was opened by Alderman F. F. Fox, the Chairman of the Libraries' Committee.

Clerkenwell.—An evening reading room and lending library has been opened in Pentonville.

Evesham.—It has been decided to enlarge and improve the library.

Falkirk.—A Library is about to be erected at a cost of from £4500—£5000. It is worthy of note that Mr. Hew Morrison, Librarian of Edinburgh, has been appointed as one of the Assessors to adjudicate on the designs sent in.

Newcastle.—Mr. Alexander Laing has offered to erect an Art Gallery, at an estimated cost of £29,000, provided the City Council find a site. The offer has been accepted.

Society of Public Librarians.

A meeting of the above Society was held at the Bishopsgate Institute, E.C., on Wednesday evening, May 16th, when Mr. Z. Moon (Leyton), Chairman of the Society, read a paper, entitled "Learning in the Middle Ages."

APPOINTMENTS AND CHANGES.

McCall, Mr. G. H., Branch Librarian, Hampstead, to be Librarian, Limehouse.

Montgomery, Mr. W. T., Senior Assistant, Bootle, to be Sub-Librarian.

Ogle, Mr. J. J., Librarian and Curator of Museum, Bootle, to be Director of Technical Education. Mr. C. H. Hunt has been appointed to the positions vacated as announced last month.

Stobie, W. A., Sub-Librarian, Croydon, to be Librarian, Upper Norwood Joint Library.

NEW MEMBERS.

Senior:—Mr. H. W. Poulter (*Penge*).

Junior:—Mr. B. Crook (*Chorley*), and Miss L. Potter (*Oldham*).

OBITUARY.

It is with great regret that we have to announce the death of Mr. John D. Mullins, the late Chief Librarian of the Birmingham Public Libraries.

Born in London in 1832, Mr. Mullins was in his sixty-eighth year, and has been connected with libraries in Birmingham since 1858. He was first appointed librarian in 1865, and held the post until a short time ago, when failing health forced him to retire. He contributed largely to the Proceedings of the Library Association of which he was an original member. An excellent portrait will be found in Greenwood's Library Year Book. By his death the library world has sustained a great loss, and its heartfelt sympathy will go out to those he has left to mourn him.

NOTICES.

All communications relating to the Journal should be addressed to Mr. Henry Ogle, *Hon. Editor, pro. tem.*, 14, Agincourt Road, N.W.

All other communications relating to the Association should be addressed to Mr. Armitage Denton, *Hon. Sec.*, L.A.A., *pro. tem.*, 17, Tyrawley Road, Fulham, S.W.

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Yours faithfully,

Name in full _____

Name of Library _____

Senior or Junior Assistant _____

Address _____

The Association organises Meetings in London, and the N.W. Branch organises Meetings with Manchester as a centre. If you wish to join the Branch, or to suggest a Branch in another District, please fill in the form accordingly.

LIBRARY ASSISTANTS' ASSOCIATION.

FIFTH ANNUAL REPORT.

To be presented to the Annual Meeting, at 20, Hanover Square, on Wednesday, June 20th, 1900.

The Committee beg to submit the Fifth Annual Report on the work of the L.A.A. It is with pleasure that they are again able to record a year of steady progress, and, while no marked developments have taken place, such as have characterised the two preceding years, the useful work of the Association has been steadily extended and consolidated.

The Fourth Annual Meeting was held on July 19th, 1899, in a room again placed at our disposal by Mr. MacAlister. A resolution was carried thanking the Library Association for its provision of educational classes for assistants, and urging the continuous application to the Technical Education Board for financial assistance to these classes.

A vote of thanks was accorded to the former Chairman, Mr. F. Meaden Roberts, now of St. George-in-the-East, who acted as Honorary Secretary of the Association for three years, and who resigned the chair on his appointment as librarian.

The inaugural meeting of the session was held, by the kind invitation of Mr. Wynne E. Baxter, at his residence at Stoke Newington, when a most valuable paper on the First Editions of Milton's "Paradise Lost" was read by our host, and afterwards printed *in extenso* in the Journal. The Committee are especially indebted to Mr. Baxter for his kindness in defraying the cost of the printing of this article, and for permitting the Association to print, for the first time, an engraving of his residence in Church Street, once occupied by Isaac Disraeli. The ordinary meetings have been regularly and successfully held each month from October to May, and the programme arranged by the Committee has been carried out without difficulty.

The best thanks of the Association are again due to the Lecturers, to the gentlemen who have presided at the meetings, and to the various Librarians and Committees who have favoured us with their hospitality.

The Governors of Cripplegate Institute have continued their kindly provision of a central meeting place, while Mr. Inkster, of Battersea,

Mr. Jones, of Kensington, and Mr. Mason, of St. Martin's, have also provided rooms for committee meetings.

The second Annual Dinner took place in November, and proved almost as successful as its predecessor. The annual Concert and Conversazione took place in February, at the Shoreditch Public Library, Pitfield Street, N., and was the best attended and most successful of the series the Association has held.

In June last, by the kind invitation of Mr. Cecil T. Davis, the Association visited Wandsworth, and their best thanks are due to him for placing his garden at their disposal for the day, for arranging a most useful and instructive exhibition of Shakespeare folios and other rare books, and also for obtaining permission and conducting the members over MacMurray's Royal Paper Mills. A very successful photograph of this meeting was taken by Mr. A. T. Ward, which made one of a group exhibited by him at the Cripplegate Photographic Society's Annual Exhibition, gaining the "Stollard" silver medal.

A good year's work has been accomplished by the North Western branch. Their meetings have been well attended, and the papers read useful and instructive. Visits have been made to Bootle, Oldham, and Ashton-under-Lyne. At several meetings during the session chapters of "Quinn's Manual of Library Cataloguing" have been successively read and discussed. Members were invited to bring with them any books which they found difficult to catalogue, and the problems presented thereby have often provided interesting and valuable discussion.

The Committee of the North Western Branch recommend the definition of a fixed area for that branch, and the compulsory adhesion of members within such area to the branch. The committee of the L.A.A. were unable to accede to their request, considering it inadvisable to dictate to assistants in what way they should join the Association, but an alteration in the form of application for membership has been made, leaving it to the applicant to state whether he wishes to join a branch or not.

The Journal has been regularly published throughout the year, and, owing largely to the conspicuous ability of the late editor, has reached an assured position amongst professional publications. Its field of usefulness may still be greatly extended by an increased circulation, and the work of the Association at the same time effectively aided. The small subscription to the L.A.A. carries a free copy of the Journal, which should be regarded as a strong inducement to membership. Mr. G. H. McCall has presented the block of his original design for the cover to the Association.

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SOUVENIR OF THE 21st ANNUAL MEETING OF THE LIBRARY ASSOCIATION. Held at Southport—Preston—Wigan, 1898. **3s. 6d.** net.

MANUAL OF LIBRARY CLASSIFICATION AND SHELF ARRANGEMENT. By James D. Brown, Librarian, Clerkenwell Public Library, London. Crown 8vo, Cloth, **4s.** net.

ADJUSTABLE CLASSIFICATION FOR LIBRARIES. By J. D. Brown. Interleaved. **1s. 6d.**

MANUAL OF LIBRARY CATALOGUING AND INDEXING. By J. Henry Quinn, Librarian, Chelsea Public Libraries, London. Crown 8vo, Cloth, **5s.** net,

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The Librarian reports that during the year (1899—1900) 48 volumes have been added to the library by donation, bringing the total number of volumes up to 228. Of this total 145 are books, and 83 pamphlets.

The "Library Association Record" is now presented by the Library Association in exchange for our Journal, and "Public Libraries," "Medical Libraries," and "Rivista della Biblioteche" are acquired in like manner. Two sets of the "Library World" have been presented by the publishers, with the promise of future numbers. The sheets of Cutter's Classification are forwarded as published by Miss M. S. R. James.

As the Committee have but little money for the purchase of books, the library relies largely upon donations, and members would greatly aid the committee if they would enlist the practical sympathy of their colleagues in the library. Anyone desiring to help is requested to communicate with the Librarian.

The prize essay scheme instituted by Mr. Greenwood's offer of £20 as prizes for 1899, was successful in producing some valuable essays, but the number of competitors was very small and in no way commensurate with the value of the prizes offered. The essays of the senior prize winners as written have been printed in the journal, together with extracts from the junior essays. One of the junior competitors, Mr. W. C. Sayers, of Bournemouth, having been awarded a first and second prize in the two junior competitions, placed the second prize at the disposal of the Committee for the 1900 prize scheme. This is on a smaller scale than the previous year's, and together with this "Bournemouth" prize of £1 5s. to juniors, consists of the first of two series of prizes for five years, that for seniors of £1 1s., the gift of Mr. A. Cotgreave, and that for juniors of £1, the gift of "M. B. R."; but the response has again been somewhat poor in the number of essays, if not in the quality, and unless a larger number enter for these competitions the Committee will have seriously to consider if the scheme is worth continuing.

To the following librarians who acted as adjudicators for 1899 and 1900, the thanks of the Association are due for the trouble they have taken in making the awards.

GREENWOOD ESSAYS, 1899.

Mr. J. P. Briscoe (*Nottingham*).
Mr. J. D. Brown (*Clerkenwell*).
Mr. R. K. Dent (*Aston Manor*).
Mr. L. Inkster (*Battersea*).
Mr. J. H. Quinn (*Chelsea*).
Mr. W. H. K. Wright (*Plymouth*)

COTGREAVE ESSAYS, 1900.

Mr. E. Foskett (*Camberwell*).

The Treasurer is again able to report that the finances of the Association remain in a very satisfactory condition. Besides the gift of £20 from Mr. Greenwood, previously mentioned, the Committee acknowledge with thanks the receipt of the following donations, viz.:—Mr. A. L. Clarke, 2s. 6d.; Mr. Cotgreave, £1 1s., the first of five annual contributions on behalf of our Prize Essay Scheme; "M. B. R.," £1, the third from our anonymous friend; Miss Potter, 1s.; and Miss Toulmin Smith, 7s. 6d.

The roll of membership continues to increase, there being 173 members, 40 of whom constitute the N.W. Branch. There are 101 senior, 64 junior, and 8 honorary members. A complete list is appended.

The Committee have to record the loss, by retirement for private reasons, of Mr. B. L. Dyer as an officer of the Association. He was appointed Hon. Editor of the Journal on its commencement in January, 1898, and Hon. Secretary of the Association at the following annual meeting, and resigned last January. The value of Mr. Dyer's work cannot easily be measured; every member has felt his influence as Secretary and Editor, and many in a more personal manner, whilst the scope of the Association has been widely extended by the enthusiasm with which he has devoted the able efforts of his leisure time to its service. This is eloquently shown by the establishment on a firm basis of the "Library Assistant" as the monthly organ of the Association, and its successful career, an achievement which Mr. Dyer's work alone rendered possible at that early stage of the life of the Association; and also by the doubling of our membership and the organisation of a scheme for the provision of branch associations of assistants, the vigorous North Western Branch being the first.

In giving their cordial thanks to the retiring Chairman and officers for their valuable services, the Committee wish to express their great regret at Mr. Dyer's resignation of the offices he so ably filled, and in conclusion would again thank all those who have in any way contributed towards the welfare of the Association.

Signed on behalf of the Committee,

HENRY OGLE, *Chairman.*

ARMITAGE DENTON, *Hon. Secretary, pro. tem.*

23rd May, 1900.

RULES.

1. NAME.—The Association shall be called "THE LIBRARY ASSISTANTS' ASSOCIATION."

2. OBJECTS.—Its objects shall be to promote the social, intellectual, and professional interests of its members, by meetings of a social character, by discussions on professional subjects, and in such other ways as may be suggested from time to time.

3. ORDINARY MEMBERS.—(*a*) All persons engaged in library administration, other than chief librarians, shall be eligible for election. Applications shall be made in writing to the Hon. Secretary, and shall be considered at the next meeting of the Committee. (*b*) When a member is raised to the status of chief librarian, or leaves the profession, such person shall cease to be a member six months afterwards. (*c*) The Association at any ordinary meeting of not less than twenty members shall have power to expel any member by a vote of two-thirds of those present. Such member shall have the right of appeal to the Annual General Meeting.

4. HONORARY MEMBERS.—The Committee shall have power to elect hon. members, such members not having the right of voting.

5. SUBSCRIPTION.—(*a*) The Annual Subscription shall be 5s. for Senior, and 2s. 6d. for Junior Assistants, payable in advance from the date of election the first year; in subsequent years on October 1st of the year following that in which they were elected. (*b*) Members being six months in arrear with their subscriptions shall cease to belong to the Association.

6. OFFICERS.—(*a*) The Officers of the Association shall consist of Chairman, Treasurer, Secretary, and a Committee of ten London and ten non-London members, who shall be elected at the Annual Meeting. (*b*) In the event of any of these falling vacant, the vacancy shall be filled at the next Ordinary Meeting of the Association.

7. MEETINGS.—(*a*) There shall be an Annual Meeting of which due notice shall be given. (*b*) Ordinary Meetings shall be held at such times and places as shall be decided by the Committee. (*c*) Special General Meetings shall be called on the requisition of ten members of the Association.

8. PROCEDURE.—Amendments to these rules shall only be considered at the Annual Meeting, or at a Special General Meeting convened for that purpose.

OFFICERS AND COMMITTEE, 1899—1900.

Chairman.

o* HENRY OGLE, Hampstead.

Committee.

J. WILSON BROWN, Shoreditch.
A. H. CARTER, St. Martin's.
A. R. CORNS, South Shields.
W. CROCKFORD, Richmond.
W. CUNNINGHAM, Liverpool Athenæum.
† A. DENTON, Chelsea.
J. C. EWING, Mitchell's, Glasgow.
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*oJ. F. HOGG, Battersea.
A. HAIR, Tynemouth.
R. IRWIN, Manchester.
†W. B. McDOUALL, Hammersmith.
*D. McDOUGALL, West Ham.
oE. G. REES, Westminster.
†W. B. THORNE, St. Brides.
A. E. TILLING, Bristol.
†W. J. VELLENOWETH, Minet.
†A. T. WARD, Cripplegate.
*R. B. WOOD, St. George, Hanover Square.
†W. B. YOUNG, Leyton.

Hon. Treasurer.—o*W. GEO. CHAMBERS.

Hon. Secretaries.—B. L. DYER, Kensington (*Resigned January*, 1900).
A. DENTON, Chelsea (*Elected pro. tem., January*, 1900).

Hon. Editors.—B. L. DYER (*Resigned, January*, 1900).
HENRY OGLE (*Elected pro. tem., January*, 1900).

Hon. Librarian.—A. H. CARTER, St. Martin's.

† *Entertainment Sub-Committee.*
* *Branch Sub-Committee.* o *Journal Sub-Committee.*

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J. Y. W. MACALISTER, F.S.A.
R. A. PEDDIE
F. MEADEN ROBERTS
CHARLES WELCH, F.S.A.

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Anderson, G. C., West Ham
Aulman, G. W., West Ham
Ayton, J. G., Leyton
Bailey, E., South Shields

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*Brown, E. C., Bristol
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* *Senior members.*

† *Members of Branch Committee.*

MEETINGS, 1899—1900.

Date.	Lecturer.	Particulars of Meeting.	Place of Meeting.
1899 July 19	——	Fourth Annual Meeting.	20, Hanover Square.
Oct. 11	Mr. Wynne E. Baxter.	Milton's "Paradise Lost," first edition.	Mr. Baxter's residence, Stoke Newington.
Nov. 8	Messrs. Brown and Thorne.	Senior Prize Essays, 1899.	St. Bride Foundation Institute.
Dec. 13	Mr. F. M. Roberts.	Lectures in Public Libraries.	St. George-in-the East.
1900 Jan. 10	Mr. G. E. Roebuck.	Senior Prize Essay, 1899.	St. Saviour's, Southwark.
Feb. 21	Mr. C. R. Wright.	Work and recreation.	Cripplegate Institute.
Mar. 21	Mr. Z. Moon.	The Child in the Library.	Leyton.
April 25	Messrs. Glazier, Sayers & Mattocks.	Junior Prize Essays, 1899.	Battersea.
May 17	Mr. H. Ogle.	A Library Primer.	Clapham.

N.W. BRANCH MEETINGS, 1899—1900.

Date.	Chairman	Particulars.	Meeting Place.
1899 June 14	Mr. C. W. Sutton.	Discussion on "Reading."	Hulme Library.
July 8		Visit to Bootle. Addresses by Messrs. J. J. Ogle and Madeley.	Central Library, Bootle.
August	Mr. J. H. Swann.	No Meeting.	
Sept. 20	Mr. J. D. Dickens.	Visit to Openshaw.	Openshaw Library.
Oct. 18	Mr. J. H. Swann.	Discussion on "Quinn."	Chetham's College.
Nov. 16	Mr. J. D. Dickens.	Discussion on "Quinn."	M/c. Reference.
Dec. 14	Mr. H. W. Kirk.	Annual Meeting.	Deansgate Library, Manchester.
1900 Jan. 17	Mr. J. H. Swann.	Discussion on "Quinn."	Manchester Athenæum.
Feb. 14	Mr. J. H. Swann.	Discussion on "Quinn."	Residence of Mr. Credland, Manchester.
Mar. 14	——	Address by Mr. Wade.	Ashton-under-Lyne (Heginbottom Library).
April 17	Mr. J. H. Swann.	Addresses by Messrs. W. Berry and W. Quarmby.	Oldham (Central Library).
May 16	Mr. J. H. Swann.	General survey of "Quinn."	Openshaw.

STATEMENT OF RECEIPTS AND EXPENDITURE, 1899—1900.

Receipts.	£	s.	d.
Balance	11	3	9
Members' Subscriptions ...	23	3	6
,, ,, N.W. Branch	5	5	6
Sale of "Library Assistant"	15	17	0
Advertisements	26	14	0
Donations	3	18	0
	£86	0	9

Expenditure.	£	s.	d.
Printing and Stationery ...	58	0	4
Expenses at Meetings ...	1	9	0
Postages and Sundries ...	15	2	7
Balance	11	8	10
	£86	0	9

W. GEO. CHAMBERS, *Treasurer.*

T. GREEN, }
S. A. HATCHER, } *Auditors.*

30*th May*, 1900.

GREENWOOD 1899—1900 PRIZE ESSAYS.

	£	s.	d.
Mr. Greenwood's Gift ...	20	0	0
	£20	0	0

	£	s	d.
Senior Prizes:—			
1st, Mr. W. B. Thorne ...	4	0	0
,, Mr. G. E. Roebuck ...	4	0	0
2nd, Mr. J. S. Stephens ...	2	5	0
,, Mr. J. W. Brown ...	2	5	0
Junior Prizes:—			
1st, Mr. T. W. Glazier ...	2	10	0
,, Mr. W. C. Sayers ...	2	10	0
2nd, Mr. S. G. Mattocks...	1	5	0
Balance, being the 2nd Junior Prize, awarded to Mr. W. C. Sayers ...	1	5	0
	£20	0	0

ENTERTAINMENT SUB-COMMITTEE, 1899—1900.

	£	s.	d.
45 Dinner Tickets at 3s. 6d.	7	17	6
From General Fund... ...	0	9	0
	£8	6	6

	£	s.	d.
Second Annual Dinner, 29th November, 1899:—			
150 Circulars	0	4	6
50 Tickets	0	4	6
50 Menus (4 pp.) ...	0	8	0
44 Dinners at 3s. ...	6	12	0
Social Gathering, Shoreditch, 7th February, 1900:—			
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Gratis Refreshments ...	0	2	0
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Chief Librarian and Clerk to the Commissioners.

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